Instructions for Completing "Protecting Children: Identifying and Reporting Sexual Misconduct"

1. Go to https://skidmore.okta.com/login/login.htm
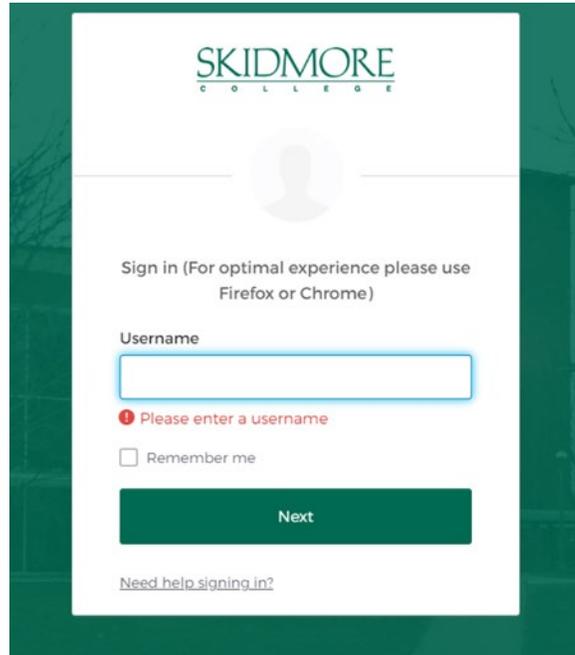
2. Enter your Skidmore College login credentials to access Okta
3. Click on the "Learn More Skidmore" box under My Apps in Okta
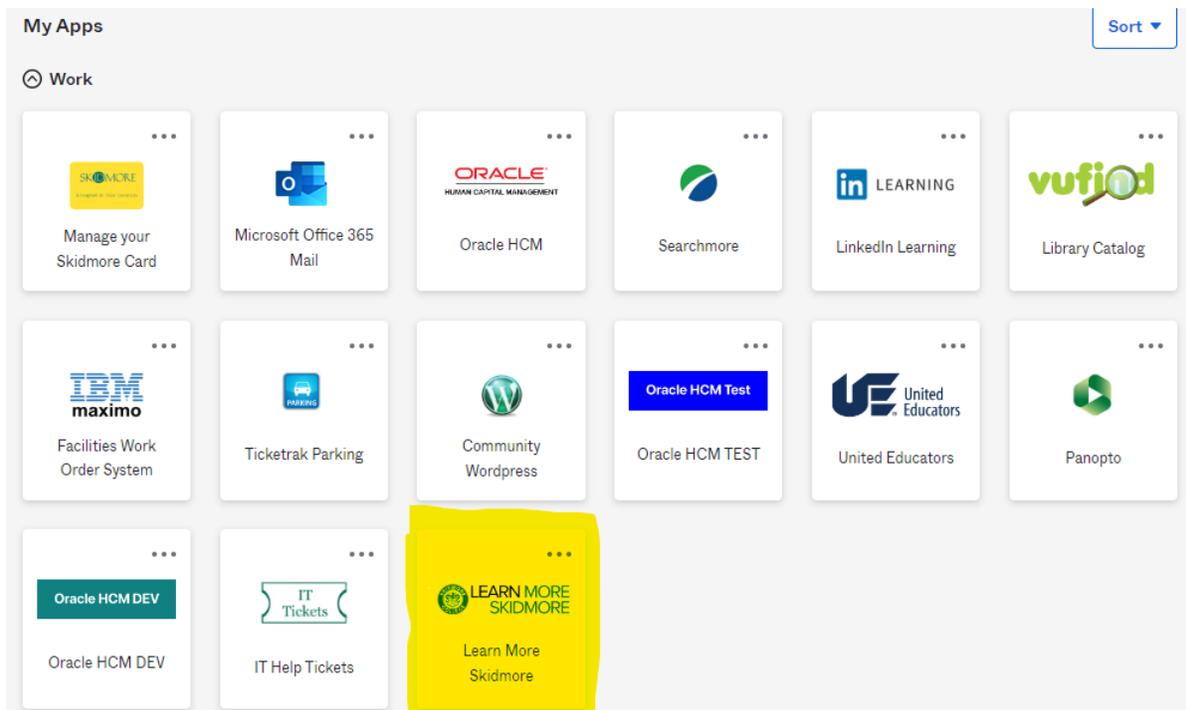
4. Once on the Training Portal site – click **Protecting Children: Identifying and Reporting Sexual Misconduct**, listed under *My Learning*

5. Under Training Slides, click on Protecting Children: Identifying and Reporting Sexual Misconduct

6. Select your preferred language for viewing the course

7. You will then begin the training, click on each section to go through that section of the training

8. Once you finish the training, you may close the window or click the "Learn More Skidmore" Icon in the top left corner of the page to return to the homepage

9. You will receive an email from the system confirming your course completion

If you are unable to log into the portal or need further assistance, please contact the Human Resources office at (518) 580-5800.